

Message

From: Pace, Donald [/O=EXCHANGELABS/OU=EXCHANGE ADMINISTRATIVE GROUP (FYDIBOHF23SPDLT)/CN=RECIPIENTS/CN=4A26B5BEDCA34FFAAF7DEAA9B5075749-PACE, DONALD]
Sent: 1/22/2021 7:10:45 PM
To: Rubel, Robert [Rubel.Robert@epa.gov]
CC: DeMarco, Frank [DeMarco.Frank@epa.gov]; Pastalove, Barbara [Pastalove.Barbara@epa.gov]
Subject: RE: Announcing the Region 2 Strategic Hiring Plan

Thanks – I'm going to wait until Monday because I will send it following a mention at senior staff.

From: Rubel, Robert <Rubel.Robert@epa.gov>
Sent: Friday, January 22, 2021 1:56 PM
To: Pace, Donald <Pace.Donald@epa.gov>
Cc: DeMarco, Frank <DeMarco.Frank@epa.gov>; Pastalove, Barbara <Pastalove.Barbara@epa.gov>
Subject: RE: Announcing the Region 2 Strategic Hiring Plan
Importance: High

Don, please hold off sending this out. A few changes that I had requested have not been made. (Barbara, I tried calling you a moment ago.)

Regards,
Robert
7-4166

From: Pastalove, Barbara <Pastalove.Barbara@epa.gov>
Sent: Friday, January 22, 2021 1:19 PM
To: Pace, Donald <Pace.Donald@epa.gov>; DeMarco, Frank <DeMarco.Frank@epa.gov>
Cc: Rubel, Robert <Rubel.Robert@epa.gov>; Feeley, James <Feeley.James@epa.gov>; Kercado, Carlos <Kercado.Carlos@epa.gov>; Yarberry, James <Yarberry.James@epa.gov>; Richards, Michele <Richards.Michele@epa.gov>; Perez, Alexida <Perez.Alexida@epa.gov>
Subject: Announcing the Region 2 Strategic Hiring Plan
Importance: High

Don,

Thank you for your earlier comments on the draft Strategic Hiring Plan; HR and Finance met to discuss your feedback and we incorporated your comments into the plan.

We have prepared the memo below for you to send to the Senior Leadership Team/Deputy Division Directors, introducing the Strategic Hiring Plan and affirming MSD's commitment to implementing the plan. I also added a sentence to the message regarding possible adjustments as we learn more about the recruitment and diversity priorities of the Biden Administration.

Please let me know if anything else is needed to move this forward. HRB is eager to start meeting with divisions. Jim will be sending an invite to each division/office to schedule a rapid first round of meetings to talk about hiring priorities and opportunities.

Thank you.

Dear Colleagues,

Last fiscal year, despite the impacts of the COVID-19 pandemic on how we implement our core activities, we had a very successful year in our recruitment and hiring activities: the region achieved the second highest FTE utilization rate across the Agency (and only 0.1% behind first place) and onboarded approximately 80 new employees, while simultaneously reducing the region's time-to-hire by 38%. None of this would have been possible without your support and the teamwork by our MSD branches.

Moving forward, we want to improve and broaden the way we recruit so that we continue to hire a diverse, skilled, and motivated workforce. Toward that end, I am pleased to present the Region 2 Strategic Hiring Plan, a framework prepared by HR and Finance that will aid us in meeting these hiring goals. The plan is a living document, one we can build upon and modify as we apply the experience gained through initial engagements, and as we see opportunities for improvement. The plan may also be adjusted as we learn more about the recruitment priorities and diversity goals of the new Administration. The approach we are taking is to hold regular meetings with each division/office to discuss your hiring needs, your recent and imminent separations, and your vacancy announcements with HR and Finance, along with any other staffing issues that may exist. We want to broaden the scope of our hiring via other hiring authorities, including expanded use of Schedule A and VRA hiring, outreach to returned Peace Corps employees, and other opportunities identified in the attached plan.

Our point of contact in HRB will be James Feeley; others in the branch are engaged as well and will attend the meetings with each division that we anticipate will start soon.

Thank you for your continued support for the region's recruitment and outreach efforts.

Don